

AGENDA



Recommendation for Council Action (Purchasing)

Austin City Council - Commissioner's Court Meeting	Item ID:	34231	Agenda Number	59.
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Meeting Date:	August 7, 2014
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Department:	Purchasing
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Subject

Authorize negotiation and execution of a 12-month requirements service contract with INTERNATIONAL INSTITUTE OF LEARNING, INC. or another qualified offeror to RFP No. OPJ0105, for Project Management Professional Development Training for Austin Energy, in an amount not to exceed \$80,000, with four 12-month extension options in an amount not to exceed \$80,000 per extension option, for a total estimated contract amount not to exceed \$400,000.

Amount and Source of Funding

Funding in the amount of \$20,000 is available in the Fiscal Year 2013-2014 Operating Budget for Austin Energy. Funding for the remaining nine months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Best evaluated proposal.
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Prior Council Action:	
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For More Information:	Oralia Jones, Senior Buyer Specialist, 512-322-6594
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Boards and Commission Action:	June 16, 2014 - Approved by the Electric Utility Commission on a vote of 6-0.
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Related Items:	
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MBE / WBE:	The contract will be awarded in compliance with City Code Chapter 2-9C (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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Additional Backup Information

This contract will provide project management professional development training for Austin Energy (AE) employees. It will provide professional development units (PDUs) to project managers who need to obtain or have earned the Project Management Professional (PMP) credential, and for those who need to maintain those credentials. The training schedule will be determined by AE staff and coordinated through consultation with the contractor. A mixture of traditional classroom and virtual online presentations will be utilized in the training sessions.

The contractor will be responsible for providing training based on the Project Management Body of Knowledge to enhance project management and leadership skills. The Project Management Body of Knowledge is documented by the Project Management Institute and is recognized worldwide as a standard of knowledge for practicing project management. The course material is based on its methodologies and principles and includes a curriculum applicable to construction, installation or design-build type projects, as well as information technology and professional services projects. AE personnel cannot become a project management professional without having studied the Project Management Body of Knowledge standards. All training materials will be provided including notebooks, handouts and other printed materials.

An AE evaluation team evaluated the proposals and unanimously chose this proposal as the best to provide these services. Evaluation criteria used to evaluate the proposals included demonstrated applicable experience in Project Management Continuing Education and Certification Education; personnel qualifications; schedule, total evaluated cost and acceptance of the City of Austin's terms and conditions.

This request allows for the development of an agreement with a qualified offeror selected by Council. If the City is unsuccessful negotiating a satisfactory agreement with the selected offeror, negotiations will cease with the provider. Staff will return to Council so that Council may select another qualified offeror and authorize contract negotiations with that provider.

MBE/WBE solicited: 5/5

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. One-hundred, thirty-nine notices were sent. Three proposals were received.

APPROVAL JUSTIFICATION

- a. Best evaluated proposal received.
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.